

CONFIDENTIAL

18

NATIONAL SECURITY COUNCIL
WASHINGTON

15 March 1948

NSC Declassification/Release Instructions on File

By virtue of the authority vested in me as Executive Secretary, National Security Council, and the provisions of the resolution of the National Security Council as approved September 26, 1947, and in order to carry out the activities and functions provided for in Section 101 of Public Law 253, 80th Congress, approved July 26, 1947:

A. The power and authority to take the following actions on behalf of the National Security Council are hereby delegated to the Executive for Administration and Management, Central Intelligence Agency. He shall review and authorize or approve, subject to policies established by the Executive Secretary:

1. The appointment or termination of civilian employees and consultants for departmental service.

2. The administration of the oath of office required by 5 U.S.C. 16.

3. Temporary duty travel, including travel from and to overseas posts, by civilian employees and consultants, and the payment or reimbursement of expenses incident thereto.

4. Applications for travel advances of vouchered funds not exceeding \$1,000.00.

5. Travel performed by civilian employees on account of an emergency or without prior authority and the payment or reimbursement of expenses incurred incident to such travel.

6. Bonds of certifying officers, agent-cashiers, and surety bonds given as security for travel advances.

7. Allowances in excess of lowest first-class rate by the transportation facility used where the lowest first-class accommodations are not available, or use of a compartment, or other accommodations, required for purposes of security, and payment of expenses thereof, or use of extra fare airplanes and trains.

8. "Requisitions for Disbursing Funds"--Standard Form 1027 to provide available funds to cover expenditures made on behalf of the National Security Council.

9. Enter into and sign contracts on behalf of the Government in accordance with existing law and regulations.

*Revised
by delegation
1 Jan. 1949*

CONFIDENTIAL


CONFIDENTIAL

B. Under the supervision of the Executive for Administration and Management, the powers and authorities delegated in Paragraph A, Sections 1 and 2 above, may also be exercised by the Chief or the Assistant Chief, Personnel Branch, A&M, Central Intelligence Agency.

C. Under the supervision of the Executive for Administration and Management, the powers and authorities delegated in Paragraph A, Sections 3, 4, 6, 7 and 8 above may also be exercised by the Chief or the Assistant Chief, Budget and Finance Branch, A&M, or the Chief or the Assistant Chief, Fiscal Division, Budget and Finance Branch, A&M, Central Intelligence Agency.

D. Under the supervision of the Executive for Administration and Management, the powers and authorities delegated in Paragraph A, Section 9 above, may also be exercised by the Chief or the Assistant Chief, Services Branch, A&M, and the Chief, Supply Division, Services Branch, A&M, Central Intelligence Agency.

E. The effective date of this order is 15 March 1948.


SIDNEY W. SOUERS
Executive Secretary

Concurred in: 6 APR 1948

25X1A


R. H. HILLENKOETTER
Director of Central Intelligence

CONFIDENTIAL